

ST CLEER PARISH COUNCIL

Minutes of the meeting of the Full Parish Council held on July 26th 2023 at 7pm in the Sports Pavilion, St Cleer

Present: Cllrs. Price, Pearce, Morris, Harbord, Sargeant, Prinn, Dupreez, Horsfield

Apologies: Cllrs. Emms, Hearn and Mcfaul, Absent: Cllr. Johnson

In attendance: C. Cllr. P. Seeva, E. Luther (Asst. Clerk)

7/23/1	<p>Elections:</p> <p>a To elect a Chairman of the Council Cllr. Pearce, Vice Chair, chaired this item. There was one proposed candidate for Chair – Cllr. Lee Price, Proposed: Cllr. Price, Seconded: Cllr. Sargeant Vote was by show of hands, with 6 in favour, 0 against and 2 abstentions. To RESOLVE to elect Cllr. Price as Chair of St Cleer Parish Council <u>Carried - Cllr. Price was duly elected Chair for the civic year 2023-2024</u></p> <p>b To elect a Vice-Chairman of the Council (if necessary) Not necessary: Cllr. Raymond Pearce remains as Vice Chair.</p> <p>c To receive the Chairman's Acceptance of Office Cllr. Price signed the Acceptance of Office (Chair) at this point in the meeting in front of all present.</p>	
7/23/2	<p>To RESOLVE to accept apologies offered Proposed: Cllr. Prinn, Seconded: Cllr. Harbord <i>Carried</i></p>	
7/23/3	<p>Receive any Declarations of Interest from Members/Dispensations Cllr. Morris declared an interest in the allotment contract.</p>	
7/23/4	<p>Allow up to 15 Minutes for members of the public to address the council None present. <i>However, Cllr. Prinn took this opportunity to apologise to members of the public and to the council for using an expletive in the previous meeting.</i> He stated he was not apologising for the response in which he used it, but was apologizing for the language he used and would like this apology recorded in the Minutes.</p>	
7/23/5	<p>Update from Cornwall Councillor, P. Seeva</p> <ul style="list-style-type: none"> i) He said that Cornwall Council had no authority over what the council does and their involvement was limited, eg elections, planning. He said that CALC were the key. He added that he understood recent frustration. ii) The application regarding the hunt kennels, which attracted a record number of people to the council meeting at which it was discussed, has been refused. iii) There is an appeal from the Horizon applicant and CC are involved with this. The parish council could emphasise their continuing opposition if they wish to. iv) At the recent CC meeting, there was a motion to support local food production. He believes CC is the first council in the UK to do this. v) After dismissing the idea of a Mayor for Cornwall, CC have negotiated and will have £10,000,000 as part of a Level 2 agreement, with potentially more to come. 	

7/23/6	<p>Clerks' Report</p> <p>The Acting Clerk, Ivor Morris, reported that a complete Fire Assessment for the pavilion has been done; the Health and Safety Audit for the parish has now been completed and he is awaiting a copy. He added that the property condition survey done by Peegleys of Looe had shown there was possibly as much as £30,000 of work to do on the pavilion, including problems in the roof. Cllr. Sargeant has been investigating quotes for a parish office, and Cllr. Horsfield has suggested possibly adding a conservatory to the pavilion to extend the useable space for the Youth Club and other users. Cllr. Sargeant will contact an architect with some initial enquiries.</p> <p>The Assistant Clerk reported that she has been in contact with the external auditors in an attempt to extend the deadline for the AGAR further. She reported she had been successful and that the deadline was now August 31st, but that there was a lot to do prior to this so the council might have to seek advice about the best way to approach this. She has contacted CC to ask if they could do an internal audit for the AGAR. She reported that the HSBC statements for June hadn't arrived and that they were being re-sent by the bank.</p>	
7/23/7	<p>Chairman's Announcements</p> <p>i) The Chair, Cllr. Price, suggested a change the process for Payments by having a cut-off date 7 days ahead of the meeting so that a complete Payment Schedule could be sent out with the agenda. He said this would simplify the process and that the council could communicate that invoices for payment that month must be in by the 3rd Wednesday of the month (excluding exigent spends and emergencies).</p> <p><i>The majority of councillors present agreed and this item will go on the agenda for a formal vote at the next meeting.</i></p> <p>ii) He reported that investigations had found that the previous Chair, Cllr. K. Johnson, had not signed an Acceptance of Office at the meeting at which he became chair, and that no Acceptance could be found, leading to the conclusion that it was still with Cllr. Johnson.</p> <p>To RESOLVE to ask Cllr. Johnson to produce his Acceptance of Office Proposed: Cllr. Prinn, Seconded: Cllr. Sargeant <u>Carried</u></p>	Clerk
7/23/8	<p>Finance:</p> <p>i) To note the balance in PC bank accounts on July 19th 2023: Unity Current: £77,741.05 Unity Deposit: £28,531.90 HSBC Current: TBC (awaiting statement) HSBC Deposit: TBC (awaiting statement)</p> <p>ii) Finance Report and Payment Schedule to April 26th 2023: To RESOLVE to adopt the Finance reports as above, and to authorise payment of any accounts as listed Proposed: Cllr. Sargeant, Seconded: Cllr. Harbord <u>Carried</u></p>	

7/23/9	<p>Updating of Standing Orders, Financial Regulations and Financial Risk Management Policies</p> <p>i) To RESOLVE to give delegated authority to Cllr. Harbord to produce a draft update of Standing Orders based on the NALC model template Proposed: Cllr. Sargeant, Seconded: Cllr. Price <i>Carried</i></p> <p>ii) To RESOLVE to give delegated authority to Cllr. Prinn and Cllr. Harbord to produce a draft update of the Financial Regulations based on the NALC model regulations Proposed: Cllr. Sargeant, Seconded: Cllr. Price <i>Carried</i></p> <p>iii) To RESOLVE to give delegated authority to Cllr. Prinn to head a team to produce a draft update of the Financial Risk Assessments Proposed: Cllr. Sargeant, Seconded: Cllr. Price <i>Carried</i></p>	
7/23/10	<p>AGAR 2022/23</p> <p>i) Update See Assistant Clerk's report under Clerk Report</p> <p>ii) To RESOLVE to engage Cornwall Council as internal auditors for the above AGAR up to a limit of £1000 Proposed: Cllr. Prinn, Seconded: Cllr. Pearce <i>Carried</i></p>	
7/23/11	<p>To RESOLVE to adopt the draft revised allotment rules Cllr. Morris, having declared an interest in this matter, did not vote. Proposed: Cllr. Prinn, Seconded: Cllr. Pearce <i>Carried</i></p>	
7/23/12	<p>Community Engagement Update from Cllr. Prinn Cllr. Prinn reported he had contacted the Granite Post magazine and that they were keen to work with the council to publish a rundown of recent events in the parish council. Cllr. Prinn stressed that this would be an important channel of communication for those who were not able or did not wish to access information online. It was suggested that a lump sum could be paid to the Granite Post in order for them to run this regular feature. Cllr. Prinn also said he will look at updating our Social Media policy. He continued by mentioning some of the results from a Survey Monkey survey he had done on behalf of the council and said some thoughtful comments had been made. Out of 26 replies to a question about the skate park, only 6 were in favour of having a new one, but this could be due to the demographic of those replying, and Cllr. Horsfield suggested the number of positive replies would be much higher at the Youth Club.</p>	

7/23/13	<p>Planning Applications (if time permits):</p> <ul style="list-style-type: none"> i) PA23/04395 - Hillbilly ,Higher Tremar Liskeard PL14 5HP Installation of a heat pump outdoor unit ii) PA23/05473 - St Cleer Parish Church St Cleer Liskeard PL14 5DN Works to trees under a tree preservation order (TPO) namely: T1 (Sweet Chestnut) remove epicormics at base. T17 (Sycamore) remove epicormics to break of crown. T18 (Sycamore) remove epicormics to break of crown. T20 (Sycamore) remove epicormics at base. T22 (Sycamore) remove epicormics. T36 (Beech) Prune to maintain clearance over road. <p>To RESOLVE to support both the above applications Proposed: Cllr. Pearce, Seconded: Cllr. Horsfield <u>Carried</u></p>	
7/23/14	<p>Matters Arising Councillors commented on the untidy areas around the Penhale Lane development. C. Cllr. P. Seeva said that the developers hadn't finished yet but he would chase this up. Cllr. Horsfield asked about the footpath leading up from the development to the fence bordering Horizon Play Park. The Assistant Clerk explained that she had been in communication with Coastline who had hoped to source a gate for that area but had been unable to find one due to the height of the fence. She explained they had offered a contribution to help pay for a gate if we could source one ourselves.</p>	
7/23/15	<p>Plans and Priorities: Councillors discussed the quote from BT for a 5 Year Broadband contract that had been obtained by Cllr. Prinn. They agreed that Cllr. Prinn should attempt to get a new quote with a shorter contract period. Open Doors and the Memorial Hall were also discussed, with councillors hoping to visit.</p> <p>Meeting Closed: 9.27pm</p>	